

# CHARTER TOWNSHIP OF BRANDON

## INFORMATION FOR ZONING BOARD OF APPEALS APPLICATION

Please read entire instructions before filing out attached application.

Application instructions:

1. Please fill out the entire application in detail. If a portion is not applicable mark it "N/A".
2. If you are not the property owner of record, a copy of the land contract, purchase option, or lease agreement must be presented to indicate interest in the subject property. Also, a letter signed by the property owner stating he/she has no objection to the request must be attached.
3. Attach nine (9) copies of the application with plot plan of the subject property drawn to scale. The plan must depict the shape and dimensions of the property, all existing and proposed structures to be erected, alterations or use changes, building to building or building to property line set backs.
4. The attached application must be completed and all documents, plans, other necessary information and fees as required in the above instructions must be submitted before the application will be accepted for processing. The application will then be assigned to the next available agenda. There will be a maximum of 5 appeals per meeting.

### GENERAL

1. You will be notified of the date and time that your request will be considered by the Zoning Board of Appeals. Please have a representative present if you are unable to attend the scheduled meeting. All Zoning Board of Appeals meetings are held at the Brandon Township Offices, 395 Mill Street in Ortonville, unless otherwise indicated.
2. Notification of the hearing shall be given to all property owners of record within 300 feet radius of the premises involved. In addition, notice of such hearing shall be published in the newspaper of general circulation in the Township not less than fifteen (15) days prior to hearing.
3. Variance requests that involve vacant land must be posted and identified with property owners name and appeal number with a sign not less than 2' x 2' in size and no less than eight (8) days prior to the hearing date. This posting is to assist the Appeal Board Members in locating the property for on site inspection.
4. Proposed construction site must be staked out for Board Members to observe when they visit the site.
6. Should you have any questions regarding these instructions, contact the Brandon Township Planning & Building Department at (248) 627-4916.

**CHARTER TOWNSHIP OF BRANDON  
ZONING BOARD OF APPEALS APPLICATION**

Read instructions before completing the following: Appeal # \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Phone \_\_\_\_\_ Mobile \_\_\_\_\_

Address of Property Affected \_\_\_\_\_

Property ID Number \_\_\_\_\_

Zoning of Property \_\_\_\_\_

State Applicant's Interest in Property \_\_\_\_\_

Property Owner \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Phone \_\_\_\_\_ MOBILE \_\_\_\_\_

**VARIANCE REQUEST:**

STATE REQUESTED VARIANCE:

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The Brandon Township Zoning Ordinance provides the Zoning Board of Appeals the power to authorize variances or modifications to the Ordinance where enforcement of the Ordinance would involve practical difficulties to the applicant. No such variance shall be granted unless all the following facts and conditions exist:

1. That the need for the requested variance is due to unique circumstances or physical conditions of the property involved, such as narrowness, shallowness, shape, water, or topography and is not due to the applicants personal or economic difficulty.

Facts: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. That the need for the requested variance is not the result of the property owner or previous property owners (self-created) based upon current regulations.

Facts: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. That strict compliance with regulations governing area, setback, frontage, height, bulk, density or other dimensional requirements will unreasonably prevent the property owner from using the property for a permitted purpose, or will render conformity with those regulations unnecessarily burdensome.

Facts: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. That the requested variance will not cause an adverse impact on surrounding property, property values, or the use and enjoyment of property in the neighborhood or zoning district.

Facts: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby depose and say that all the above statements and statements contained in the papers submitted herewith are true and accurate. In signing this application you are granting permission for the board members to visit the site.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Applicant)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Owner)

**DECISION:**

The Appeal was Granted \_\_\_\_\_ Denied \_\_\_\_\_